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TIP OF THE DAY

Expert Advice, Office Suites

Amperstands in Excel Headers

I need to include an ampersand (as in "P S & G") in the header of an Excel sheet. But no matter what I do, the ampersand doesn't appear, just "P S G." Do you know how I can get it to show?

Peter Yu

In Excel headers and footers, the ampersand is a control code. For example, &A inserts the name of the current worksheet tab. To insert a literal ampersand you must use two of them, as in "P S && G." Excel's own help system doesn't offer an easy way to learn the ampersand codes. To get a list, choose Visual Basic Editor from the Macro menu, click on Help within the VBA Editor's menu, and search on "formatting header footer" (no quotes). This should result in a single topic entitled "Formatting Codes for Headers and Footers," which lists all available ampersand codes.

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